

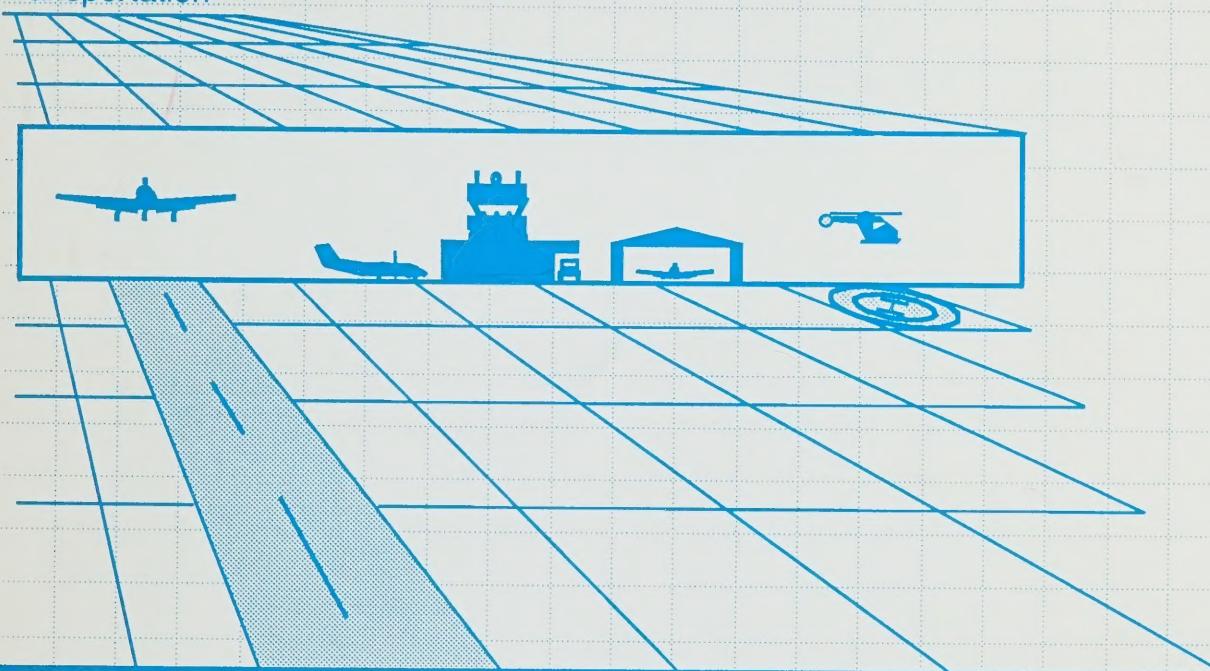
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AN OUTLINE OF THE MUNICIPAL AIRPORTS PROGRAM

AVIATION OFFICE

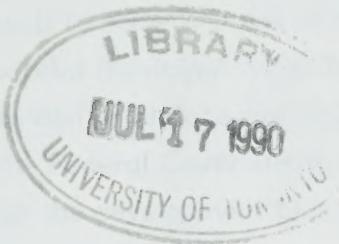


PROVINCIAL TRANSPORTATION DIVISION



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INTRODUCTION

This document provides an outline of the Municipal Airports Program.

The program is designed to assist local governments in developing and maintaining airports.

The program is intended to provide a framework for the development of airports.

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1.0 INTRODUCTION

In recognition of the important role aviation plays in the transportation of people and goods within the province and beyond, the Province of Ontario in 1968 passed the Airports Act. This Act authorized the Ontario Government to "acquire, establish, construct, operate and maintain airports and landing grounds to serve any one or more areas in Ontario" and, as a result, the provincial Municipal Airports Program was created. The program was not intended to replace the long-established and successful programs of the Federal Government, but rather to complement them through the development of a quality system of community airports in Ontario.

2.0 PROGRAM DESCRIPTION

While municipalities are directly responsible for the planning, design, construction, and subsequent operations and maintenance of their airports, advice and financial assistance is provided through the Ministry of Transportation's Municipal Airports Program which is administered by the Aviation Office.

For those municipalities eligible for assistance, subsidies are supplied for the development of new and existing airports as well as ongoing airport operations and maintenance costs.

3.0 ELIGIBILITY FOR ASSISTANCE

To qualify for assistance under the Program, the municipality must be able to demonstrate the benefits to be realized through airport development. In general terms, a municipal airport must satisfy the air transportation needs of a particular region or locality and promote the area's economic and social growth.

4.0 PROJECTS AND EXPENDITURE ITEMS ELIGIBLE FOR SUBSIDY

For municipalities eligible for assistance under the Program, a municipal airport subsidy agreement between the Ministry and the municipality must be completed before any request for funding will be considered. The agreement describes the general conditions governing the payment of financial assistance from the Ministry. The list of projects and expenditure items eligible for subsidy under the **Development Subsidy Program** and the **Operations and Maintenance Subsidy Program** follows.

Development Subsidy Program

The Development Subsidy Program is based on the principle of cost sharing with municipalities. Basic airport facilities are subsidized at a higher rate than non-basic items which are not considered to be essential for a "local" airport operation.

The projects and expenditure items eligible for subsidy under the Development Subsidy Program are as follows:

A. Planning and Design

<u>Eligible Projects and Expenditure Items</u>	<u>Rate of Subsidy (%)</u>
o Studies to Determine Air Travel Potential to and from the Community	80
o Site Identification and Evaluation	80
o Master Plan Studies	80
o Airport Management Studies	80
o Marketing Studies	80
o Pavement Evaluation Studies	80/50*
o Design	80/50*
o Land Use and Obstruction Zoning of Surrounding Lands: - Preparation of height limitations plan - Preparation of Noise Exposure Forecasts (NEF) contours	80 80

***Note:** The rate of subsidy is dependent upon the applicable rate for the area affected (eg. main runway, secondary runway).

B. Construction and Reconstruction

<u>Eligible Projects and Expenditure Items</u>	<u>Rate of Subsidy (%)</u>
o Runway	
(a) Main runway to a maximum of 1070 m (3500 ft.)	80
(b) Main runway over 1070 m (3500 ft.)	50
(c) Secondary runway	50
Subsidy for runways is limited to those with non precision instrument approach standards.	
o Aircraft Parking Apron	
(a) Terminal to a maximum of 7500 m ² (80,000 sq. ft.)	80
(b) Terminal over 7500 m ² (80,000 sq. ft.)	50
(c) Tie - down areas	50
o Taxiways	
(a) Terminal apron to runway	80
(b) Parallel	50
(c) To general aviation lease area	50
o Access Roads/Car Park	
(a) Road entrance to terminal	80
(b) Roads to general aviation area	50
(c) Airport service roads	50
(d) Public car park areas	
- Terminal	80
- Other	50
o Terminal Building	
(a) Public waiting room; administration office and one lease office; public washroom; storage, janitorial, utilities room; common - use ticket counter; waiting room and administration office furnishings.	80
(b) Boardroom; other lease areas; baggage room; etc.	50
o Maintenance Garage	
(a) Vehicle area to a maximum of 150 m ² (1600 sq.ft.)	80
(b) Vehicle area over 150 m ² (1600 sq. ft.)	50
(c) Office; lunch room; showers	50

C. Installation

<u>Eligible Projects and Expenditure Items</u>	<u>Rate of Subsidy (%)</u>
o Lighting <ul style="list-style-type: none"> (a) Medium Intensity Edge Lighting (b) Lighted Wind Cone (c) Rotating Beacon (d) Terminal Area Flood Lighting (e) Runway Identification Lighting (f) Precision Approach Path Indicator (PAPI) <ul style="list-style-type: none"> - abbreviated and full (g) Low and Medium Intensity Approach Lights (h) Aircraft Radio Control of Aerodrome Lighting (ARCAL) (i) Roadway Lighting 	80/50*
o Aviation Fuel Installations (for aviation gasoline and jet fuel) <ul style="list-style-type: none"> (a) Tanks (b) Dispensing Equipment 	80 80
o Services Installation (Power, Telephone, Water and Sewer) <ul style="list-style-type: none"> (a) To terminal area and garage (b) To general aviation area 	80 50
o Voice Communication Equipment <ul style="list-style-type: none"> (a) UNICOM radio (b) Mobile radio 	80 50
o Meteorological Equipment	80
o Fence Installation <ul style="list-style-type: none"> (a) Boundary (b) Terminal Areas 	80/50*
o 50	

D. Capital Maintenance

Projects with values greater than \$1,000 and which do not recur annually are eligible for subsidy under the development subsidy program. These items include: crack sealing, drainage improvements, shoulderering, pavement markings and building improvements.

***Note:** The rate of subsidy is dependent upon the applicable rate for the area affected (eg. main runway, secondary runway).

E. Land

<u>Eligible Projects and Expenditure Items:</u>	<u>Rate of Subsidy (%)</u>
o Land for:	
(a) Main runway to a maximum length of 1500 m (5000 ft.)	80
(b) Secondary runways	50
(c) Terminal area and access road	80

Airport lands include all lands controlled by either title, lease or easement for airport purposes.

F. Other Miscellaneous Items

Eligible Projects and Expenditure Items:

o Airport Entrance Signs	80
o Lease Lot Development	
- Rough grading (to bottom of granular base)	50
o Computer Equipment Used for Administration Purposes	50
o Electrical Outlets for Aircraft/Vehicle Heater Plug-In	50
o Base Facilities or Changeover Facilities for Float Equipment Aircraft	50

Note: Additional items related to airport development will be considered on a case-by-case basis.

Operations and Maintenance Subsidy Program

The purpose of the Operations and Maintenance Subsidy Program is to provide operating subsidies so as to ensure a standard of airport maintenance which not only meets the minimum standards required by Transport Canada for certification purposes, but which is also consistent with the level of service normally expected by the community or the region it serves. The subsidy covers a portion of the annual deficit (i.e., the difference between operating costs and revenues) incurred by the municipality in the operation of the airport.

Subsidy limits for the maintenance program presently depend on the nature and/or magnitude of the air traffic experienced at a particular airport in accordance with the applicable criteria defined as follows:

- I. For airports with scheduled passenger service operating on a minimum frequency of three days per week, or other airports with annual traffic movements in excess of 20,000, the subsidy is calculated at the rate of 50% of the actual annual deficit up to a maximum subsidy of \$40,000.
2. The subsidy for all other airports which qualify for assistance is calculated at the same rate, 50% of the actual annual deficit up to a maximum subsidy of \$12,500.

Items eligible for subsidy calculation under the Operations and Maintenance Subsidy Program are outlined below:

- (a) salaries and benefits for airport and support staff employed to maintain and operate the airport. Included are salaries and benefits for:
 - field maintenance of public aircraft operating areas, access road, car park, terminal and maintenance garage areas;
 - operation and maintenance of the terminal building and maintenance garage, including landscaping, painting and decorating, cleaning, etc.;
 - maintenance of visual aids to navigation;
 - other operation and maintenance activities including aviation fuel handling (if applicable), issuing of NOTAMs, recording aircraft movements, etc.;
- (b) mobile equipment costs for airport operation and maintenance. For subsidy purposes, the costs are based on the number of working hours for each unit of equipment for which subsidy is charged and the Ministry hourly rate schedules;
- (c) expenditures for materials and supplies associated with airport operation and maintenance;
- (d) utility costs - heat, hydro, telephone, water and sewer for the terminal building and the garage;
- (e) expenditures for management and service contracts associated with airport operation and maintenance, including contracts for airport management, snow removal, and purchased repair of airport buildings;

- (f) Other eligible expenditure items include:
- o insurance (building and liability);
 - o airport licence;
 - o preparation of airport operations manual and as-constructed plans;
 - o purchase of aviation publications for information and reference;
 - o minor construction/maintenance projects (i.e., projects less than \$1,000). These projects are considered as operations and maintenance rather than development subsidy items;
 - o general travelling expenses of airport staff when on normal airport business;
 - o registration fees and travelling expenses of municipal staff to airport conferences or training courses approved by the Ministry.

This guide is one of a number of publications on the development, operation and maintenance of airports in Ontario. For further information on the Municipal Airports Program, contact:

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